



## DEPARTMENT OF EMPLOYMENT SERVICES

### Mayor Marion S. Barry Summer Youth Employment Program (MBSYEP)

# 2020 Temporary Position – Summer Monitor

**Position:**

PROGRAM MONITOR

Mayor Marion S. Barry Summer Youth Employment Program (MBSYEP)

**Position Grade:**

CS-142-05

**Salary Range:**

\$20.00/ Hour

**Opening Date:**

February 21, 2020

**Closing Date:**

March 7, 2020

**Duration of Appointment:**

Temporary Summer Position

May 11, 2020 – August 14, 2020

*(Flexible Start Date)*

**Be sure to submit all required documentation by the posted deadline. Late and/or incomplete applications will not be accepted.**

**DESCRIPTION OF DUTIES**

The DC Department of Employment Services, Office of Youth Programs is seeking highly motivated individuals for the temporary position of Summer Monitor for the Marion S. Barry Summer Youth Employment Program (MBSYEP). Program Monitors are responsible for making sure all MBSYEP work sites and programs are compliant with host agreements as well as federal and local laws. The goal is to monitor all sites to ensure that every participant is provided with an enriching and constructive summer work experience. All monitors must be able to work the entire six weeks of the program, a 2 week paid training, and a final evaluation session. Travel is required. Other duties include: collection and distribution of forms between work sites and DOES; provision of technical assistance; monitoring of worksites for activities and enrichment; monitoring of time and attendance for participants; facilitation of communication between work sites and DOES.

**QUALIFICATIONS**

- Demonstrated experience working with young adults (ages 14-24)
- Successfully completed at least 2 years of a 4-year course of study leading to a B.A./B.S. or completion of an associate degree at an accredited college or university (official transcript required)
- District Residence preferred (not required)
- Ability to pass a successful background and drug test prior to employment
- Flexible work hours (some evenings and weekends)
- Ability to learn quickly and work well under pressure
- Ability to troubleshoot and resolve problems independently
- Ability to develop rapport easily

**To apply for this position, please submit your application to: <https://bit.ly/37MwLrl>**

***\*Complete application must be received by March 7, 2020\****